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GOVERNMENT OF SIKKIM
HEALTH AND FAMILY WELFARE DEPARTMENT
TASHILING SECRETARIAT, GANGTOK

No. 100/H&FWD/2024-25; **Dated: 25th June, 2025**

NOTIFICATION

In exercise of the powers conferred by Section 68 of the National Commission for Allied and Healthcare Profession Act, 2021 (Act No. 14 of 2021), the State Government is hereby pleased to make the following rules, namely : -

1. Short title and commencement

(1) These rules may be called the Sikkim State Allied and Healthcare Council Rules, 2025.

(2) They shall come into force from the date of their publication in the Official Gazette.

2. Definitions

(1) In these rules, unless the context otherwise requires, -

(a) "Act" means the National Commission for Allied and Healthcare Professions Act, 2021 (Act No. 14 of 2021) ;

(b) "Allied Health Professional" includes an associate, technician or technologist who is trained to perform any technical and practical task to support diagnosis and treatment of illness, disease, injury or impairment, and to support implementation of any healthcare treatment and referral plan recommended by a medical, nursing or any other healthcare professional, and who has obtained any qualification of diploma or degree under this Act, the duration of which shall not be less than 2,000 (two thousand) hours spread over a period of 2 (two) years to 4 (four) years divided into specific semesters;

(c) "Allied and Healthcare Professional" means any Allied Health Professional or Healthcare Professional under the Act ;

(d) "Allied and Healthcare qualification" means a recognized diploma, undergraduate degree, postgraduate degree and Doctorate of Philosophy, possessed by an Allied and Healthcare Professional through regular learning mode under the Act or any additional recognized course obtained thereafter ;

(e) "Commission" means the National Commission for Allied and Healthcare Professions constituted under section 3 of the Act ;

(f) "Council" means the Sikkim State Allied and Healthcare Council, constituted under sub-section (1) of Section 22 of the National Commission for Allied and Healthcare Professions Act, 2021;

(g) "Form" means a form appended to these rules ;

(h) "Healthcare Professional" includes a scientist, therapist or other professional who studies, advises, researches, supervises or provides preventive, curative, rehabilitative, therapeutic or promotional health services and who has obtained any qualification of degree under the Act, the duration of which shall not be less than 3,600 (three thousand six hundred) hours spread over a period of 3 (three) years to 6 (six) years divided into specific semesters ;

(i) "Schedule" means the Schedule appended to these rules ;

(j) "Section" means a Section of the Act ;

(2) Words and expressions used in these rules and not defined but defined in the Act shall have the respective meaning assigned to them in the Act.

3. **The State Council shall consist of the following members, namely : -**

(a) a person of outstanding ability, proven administrative capacity and integrity, possessing a postgraduate degree in any profession of recognized category of Allied and Healthcare Sciences from any University and having experience of not less than 25 (twenty-five) years in the field of Allied and Healthcare Sciences, out of which at least 10 (ten) years shall be as a leader in the area of Allied and Healthcare Professions to be nominated by the State Government : Chairperson ;

(b) 1 (one) Director or Additional Director or Joint Director representing medical or health sciences in the State Government : ex officio Member ;

(c) 2 (two) persons not below the rank of Dean or Head of the Department from any medical colleges of the State Government : ex officio Members ;

(d) President of the Autonomous Boards constituted by the State Council under sub-section (1) of section 29 : ex officio Member ;

(e) 2 (two) persons representing each of the recognized categories specified in the Schedule to be nominated by the State Government having such qualifications and experience as may be prescribed by the State Government : Members ; and

(f) 2 (two) persons, representing charitable institutions engaged in education or services in connection with any recognized category, to be nominated by the State Government having such qualifications and experience as may be prescribed by the State Government : Members.

4. Qualifications and experience of the Member of the State Council under clause (e) of sub-section (3) of section 22 : -

(1) Qualification and experience of the members shall be as follows : -

(a) 2 (two) persons representing each of the recognized categories and having outstanding ability, proven administrative capacity and integrity, possessing a postgraduate degree or graduate degree in any profession of recognized category of Allied and Healthcare Sciences from any University with experience of not less than 10 (ten) years in the field of Allied and Healthcare Sciences, out of which at least 5 (five) years shall be as a leader in the Allied and Healthcare Professions preferably ;

(b) the members shall be appointed on biennial rotation of professions by a committee of Chairperson, President of the Autonomous Board of State Council and Advisory Body of the respective categories. The Committee shall determine their methodology for selection in a transparent and merit-based manner ;

(c) the members shall be appointed for a period of 3 (three) years ;

(d) the members of the Autonomous Board shall be of a different profession as that of the President of the Autonomous Board.

5. Qualification and experience of the members of the State Council under clause (f) of sub-section (3) of section 22 : -

(a) the members shall be appointed by the State Government from amongst the charitable institutions which have been in operation for at least 15 (fifteen) years in the healthcare system, preferably with a tertiary or super-specialty hospital engaged in direct delivery of affordable Healthcare Service and education ;

(b) no Institution shall be represented by more than 1 (one) nominee in the Council at a time ;

(c) a member shall be having an outstanding ability, proven administrative capacity and integrity.

6. Travelling and other allowances of the members under sub-section (2) of section 23 : -

The member of the Council shall be paid travelling allowances and daily allowances in accordance with the rules as applicable from time to time allowed by State Allied and Healthcare Council and approved by the State Government.

7. **Time, place, and manner of rule of procedure in respect to transaction of business at meetings including quorum of the Sikkim State Council under sub-section (1) of section 26 : -**

(1) Time and place of the meetings of the Council shall be as follows : -

(a) the time and place of the meetings of the Council shall be decided by the Chairperson ;

(b) Chairperson may also call a special meeting of the Council at any time after giving 3 (three) days notice to deal with any urgent matter requiring the attention of the Council ;

Provided that at the special meeting, the subject or subjects for the consideration of which the meeting has been called shall only be discussed.

(2) Notice of meetings and agenda paper : -

(a) notice of every meeting other than a special meeting, shall be communicated by the Secretary or Registrar to each member of the Council not less than 15 (fifteen) days before the date of the meeting.

(b) the Secretary or Registrar shall issue with the notice of the meeting a preliminary agenda paper showing the business to be brought before the meeting, the terms of all motions to be moved of which notice in writing has previously reached him and the names of the movers.

(c) a member who wishes to move any motion not included in the preliminary agenda paper or an amendment to any motion so included shall give notice to the Secretary or Registrar not less than 5 (five) clear days before the date fixed for the meeting.

(d) the Secretary or Registrar shall, not less than 10 (ten) clear days before the date fixed for the meeting, or in case of a special meeting, with the notice of the meeting, issue a complete agenda paper showing the business to be brought before the meeting.

(e) a member who wishes to move an amendment to any motion included in the agenda paper but not included in the preliminary agenda paper shall give notice thereof to the Secretary or Registrar not less than 3 (three) clear days before the date fixed for the meeting.

(f) the Secretary or Registrar shall cause a list of all amendments of which notice has been given under sub-rule (e) to be made available for the use of every member.

Provided that the Chairperson may, if the Council agrees, for reasons to be recorded in writing, allow a motion to be moved at a meeting notwithstanding the fact that notice thereof was received late to admit in compliance with these rules.

(3) Admissibility of motion : -

(i) The Chairperson shall disallow any motion, -

(a) if the matter to which it relates, is not within the scope of the Council functions ;

(b) if it raises substantially the same question as a motion or amendment which has been moved or withdrawn with the leave of the Council at any time during the 6 (six) months immediately preceding the date of the meeting at which it is designed to be moved ;

Provided that such a motion may be admitted at a special meeting of the Council convened for the purpose on the requisition of not less than 2/ 3 (two-thirds) of the members of the Council ;

Provided further that nothing in these rules shall operate to prohibit discussion of any matter referred to the Council by the State Government in the exercise of any of its functions under the Act.

(ii) unless it is clearly and precisely expressed and raises substantially 1 (one) definite issue ;

(iii) if it contains arguments, inferences, ironical expressions, imputations or defamatory statements ;

Provided that if a motion can be rendered admissible by amendment, the Chairperson may, in lieu of disallowing the motion, admit it in the amended form. When the Chairperson shall disallow any motion, the Secretary or Registrar shall inform the concerned member stating the reasons for rejection thereof.

(4) Adjournment for want of quorum : -

The quorum of the meeting shall be 2/ 3 (two-third) of the total members of the Council including the Chairperson. If, at any time appointed for a meeting or during the course of any meeting, a quorum is not present, the meeting shall be adjourned and on the expiration of 30 (thirty) minutes from such adjournment, the meeting shall stand adjourned to such future date and time as the Chairperson of the Council may fix. Quorum for special meeting shall be 2/ 3 (two-third) of the total members of the Council, including the Chairperson.

(5) Conduct of business : -

(a) the Chairperson shall preside at every meeting of Council. In the absence of Chairperson the members present in the meeting shall elect amongst them, any member to preside over the meeting ;

(b) every matter raised by a member shall be determined on a motion moved by the member duly seconded and put to the Council by the Chairperson ;

(c) when a motion has been moved and seconded and put to the Council by the Chairperson, it may be discussed as a question to be resolved either in the affirmative (c) a motion for the closure, namely a motion that the question be now put ;

(d) a motion that the Council instead of proceeding to deal with the motion do pass to the next item on the programme of business ;

Provided that no motion of the nature shall be moved or seconded by a member who has already spoken to the question then before the meeting ;

Provided further that a motion referred for closure or passage to next item shall be moved without any speech.

(I) It shall be the discretion of the Chairperson to accept or refuse a proposal for the adjournment of the debate on the motion or amendment.

(II) Upon accepting the closure motion, the Chairperson shall put the substantive motion or amendment to vote after allowing the mover, the right to reply.

(III) Withdrawal of motion : - A motion or an amendment which has been moved and seconded shall not be withdrawn save with the leave of the Council which shall not be deemed to be granted, if any member dissent from the granting of leave.

(IV) Discussions by Members : - When a motion has been moved and seconded, members other than the mover and the seconder may speak on the motion in such order as the Chairperson may direct ;

Provided that the seconder of a motion or of an amendment may, with the permission of the Chairperson, confine himself or herself to seconding the motion or amendment, as the case may be, and speak thereon at any subsequent stage of the debate.

(V) Right of reply of the Mover : - The mover of a motion and, if permitted by the Chairperson, the mover of any amendment, shall be entitled to a right of final reply and no other member shall speak more than once to any debate except with the permission of the Chairperson, for the purpose of making a personal explanation or of putting a question to the member then addressing the Council ;

Provided that a member may at any stage of the debate raise a point of order substantially incorporating therein a point of law, or statutory procedure, but shall not be allowed to make any speech ;

Provided further that a member who has spoken on a motion may speak again on an amendment subsequently moved to the motion or in the negative or any member may, subject to sub-rules of rule 9 on scopes of amendments, move an amendment to the motion ;

Provided that the Chairperson shall not allow an amendment to be moved which, if it had been a substantive motion, would have been inadmissible considering it beyond the scope of functions of the Council.

(e) any motion or amendment standing in the name of a member who is absent from the meeting may be brought forward by another member with the permission of the Chairperson.

(6) amendment to Motions : - When an amendment to any motion is moved and seconded or when two or more such amendments are moved and seconded, the Chairperson shall state or read to the Council the terms of the original motion and of the amendment or amendments proposed serially ;

(7) Identical Motions : - When motions identical in purport stand in the name of two or more members, the Chairperson shall decide whose motion shall be moved and the other motion or motions shall thereupon be deemed to be withdrawn.

(8) Scope of Amendments : -

(a) an Amendment shall be relevant to, and within the scope of the motion to which it is proposed ;

(b) an amendment may not be moved that negates the original motion ;

(c) the Chairperson may refuse to put to the Council an amendment which in his opinion is not relevant to the motion.

(9) Form of Amendments : - A motion may be amended by,- (a) the omission, insertion, or addition of words ; and (b) the substitution of words for any of the original words.

(10) Debate : -

When a motion or amendment is under debate, no proposal with reference thereto shall be made other than –

(a) an amendment of the motion or of the amendment as the case may be, as proposed in sub-rule (8) of rule 7;

(b) a motion for the adjournment of the debate on the motion or amendment either to a specified date and hour or sine die.

(11) Voting on Motion : - When any motion involving several points has been discussed, it shall be in the discretion of the Chairperson to divide the motion and put each or any point separately to vote as he may thinks fit.

(12) Voting on amendment to Motion : -

(a) an amendment to a motion shall be put to vote ;

(b) if there are more amendments than one to a motion, the Chairperson shall decide the order in which they shall be taken up ;

(c) voting shall ordinarily be by show of hands, but it may be by ballots in case a demand to that effect is made by not less than 3 (three) members ;

(d) the result of the votes shall be announced by the Chairperson ;

(e) in the event of equality of votes, the Chairperson shall have a second or casting vote.

(13) Adjournment of meetings : -

(a) the Chairperson may, if he deems necessary at any time, adjourn any meeting to any future date or to any hour of the same day stating the reasons thereof ;

(b) whenever a meeting is adjourned to a future date, the Secretary or Registrar shall send notice of the adjourned meeting to all the members ;

(c) when a meeting has been adjourned to a future date and the Chairperson changes it to any other date for compelling reasons, the Secretary or Registrar shall communicate the said change to each member ;

(d) at a meeting adjourned to a future date any motion standing over from the previous day shall, unless the Chairperson otherwise directs, takes precedence over other matters on the agenda ;

(e) either at the beginning of the meeting or after the conclusion of the debate on a motion during the meeting, the Chairperson may suggest a change in the order of business on the agenda and if the Council agrees such a change shall take place ;

(f) no matter which had not been on the agenda of the original meeting shall be discussed at an adjourned meeting ;

(g) the same quorum shall be necessary for an adjourned meeting as for the ordinary meeting ;

(14) Points of Order : -

(a) the Chairperson shall decide all points of order or disputes which may arise in any meeting ;

(b) if any question arises with reference to procedure in respect of a matter for which these rules have no provision, the Chairperson shall decide the same.

(15) Authorized persons to attend Council meetings : - In the meetings of the Council, no person other than the members, officers and employees of the Council, or a person eligible as per sub-section (2) of Section 10 of the Act, shall be present except with the prior permission or special invitation of the Chairperson.

8. Salaries, allowances, and other conditions of services of the Secretary or Registrar, other officers, and employees of the State Council under sub-section (2) of section 28.

(1) The Registrar or any person appointed to act as a Registrar shall be paid by the Council such salaries and allowances as it may from time to time determine. Any person duly appointed to act as a Registrar shall be deemed to be a Registrar for all purposes of the Act. The Council shall appoint such other officers and employees as may be necessary for the purposes of the Act.

The Registrar or any other officer appointed under the section shall be deemed to be a public servant within the meaning of section 21 of the Indian Penal Code.

(2) The Secretary or Registrar to the Council shall possess : -

(a) a graduate degree in any disciplines of Allied and Healthcare Education or Healthcare Policy from any recognized University or deemed to be

University by Central Government or State Government or U.G.C. (University Grant Commission) and should be from of Allied and Healthcare education background ;

(b) outstanding ability and proven administrative capacity and integrity ;

(c) experience of not less than 10 (ten) years in desirable field. Experience in the Central Government or a State Government or any statutory body will be preferred.

(3) Term of office of Secretary or Registrar to Council : - the Secretary or Registrar to the Council shall hold office for a term of 3 (three) years. The Secretary or Registrar shall, however cease to hold office on attaining the age of 62 (sixty-two) years, if attained before the completion of his term.

(4) If the Secretary or Registrar of the Council is in service of State Government, his salary and allowances shall be regulated in accordance with the rules applicable to him or sub rule (1) above, whichever is higher and his tenure in the Council shall be treated as transfer on deputation, in terms of prevalent rules of the State Government.

(5) Role of the Secretary or Registrar : -

(a) the Secretary or Registrar shall exercise in respect of the office of the Council, such powers as are exercised by the "Head of Office" under the Government of Sikkim and perform such duties as have been given in the Act and under rules ;

(b) the Secretary or Registrar shall also be responsible for the safety of the property of the Council and the control and management of the secretariat, accounts, and correspondence, and shall see that the staff attend punctually, and generally discharge all such duties as may be required of them by the Council, the Advisory Council and the Professional Board for the purposes of the Act ;

(c) the Secretary or Registrar shall attend and take notes of the proceedings of meetings of the Council, any sub-committee thereof, Advisory Council and the Professional Board and other committees as may be appointed by the Council or any of its bodies ;

(d) the Secretary or Registrar shall not less than 90 (ninety) days before the expiration of the term of any existing appointment, draw the attention of the Chairperson, to the approaching vacancy, and the latter shall forthwith report it to the Council in order that a new appointment may be made to take effect from the day on which the existing appointment will expire ;

(e) the Secretary or Registrar shall be the certifying officer for travelling, halting and other allowances to members, inspectors and other employees of the Council. The Chairperson of the Council shall be the certifying officer for such allowances of the Secretary/ Registrar ;

(f) leave and other such allowances of the Secretary or Registrar and other officers of the Council shall be as per the prevalent Government of Sikkim rules/ guidelines applicable to the State Government employees ;

(g) the Chairperson shall be the authority competent to grant leave to the Secretary or Registrar of the Council and the Secretary or Registrar shall be the authority competent to grant leave to all the other employees of the Council.

(6) Declaration of assets, professional and commercial engagement, or involvement by Secretary or Registrar : -

(a) the Secretary or Registrar of the Council shall file return of assets and liabilities in the manner as prescribed by the State Government for employees of equivalent level in the State Government ;

(b) the Secretary or Registrar of the Council shall also declare his professional and commercial engagement or involvement on his first appointment and at the time of demitting office in **Form A** of the said Schedule.

(7) Duties and tenure of officers and employees other than Secretary or Registrar: -

(a) officers and the employees of the Council shall retire from service on superannuation on the afternoon of the last day of the month in which an officer or employee attains the age of 58 (fifty eight) years. Extension of service shall not be given in any circumstances except with the approval of the State Government ;

(b) the officers of the Council shall discharge such duties as may be assigned to them by the Secretary or Registrar, Chairperson of Council from time to time under the overall supervision of the Secretary or Registrar.

9. Fees for registration in the state register under sub-section (1) of section 33 of the Act.

(1) The Council shall maintain the Sikkim State Allied and Healthcare Professionals Register that shall be online and live.

(2) The applicant shall fill the application as per **Form B** or a format designed by the Council for the issuance of the certificate of registration.

(3) The registration fee shall be Rs. 1,500 (Rupees One thousand five hundred only) for 3 (three) years or as decided by the Council from time to time payable in favour of Sikkim State Allied and Healthcare Council Fund, along with the application.

10. Form of certificate of registration under sub-section (3) of section 33 of the Act.

A certificate in **Form C** annexed to these rules or as modified by the Council shall be issued by the Secretary or Registrar under his seal.

11. Fees and form for duplicate certificate under section 34 of the Act.

(1) A Certificate in **Form C** annexed to these rules or as modified by the Council shall be issued by the Secretary or Registrar under his seal.

(2) A duplicate certificate shall be issued on payment of a fee of Rs. 1000 (Rupees One thousand only) or as decided by the Council from time to time, chargeable in favour of the Sikkim State Allied and Healthcare Council Fund, after production of a copy of FIR (first information report).

12. Fee and the manner of payment of such fee under sub-section (1) section 35 of the Act.

(1) A renewal certificate in **Form C** annexed to these rules or as modified by the Council shall be issued by Secretary or Registrar under his seal.

(2) In case of issuance of renewal Certificate, a fee of Rs. 3,000 (Rupees Three thousand only) for 3 (three) years or as decided by the Council from time to time will be chargeable in favour of Sikkim State Allied and Healthcare Council Fund.

13. Fee for the restoration of name in the State Register under provision to sub-section (2) of section 35 of the Act.

In case of removal of name of defaulter under provision to sub-section (2) of section 35, the name so removed may be restored in the said register on payment of Rs. 5,000 (Rupees Five Thousand only) or as decided by the Council from time to time, which shall be paid in favour of Sikkim State Allied and Healthcare Council Fund.

14. Fee for restoration of name in the state register under section 37 of the Act.

(1) In case of restoration of name of a person in the state register, a fee of Rs. 10,000 (Rupees Ten Thousand only) or as decided by the State Council will be chargeable in favour of Sikkim State Allied and Healthcare Council Fund.

(2) Form, manner, and fees of application for additional entry in State register: -

(a) application for registration of additional qualification in the State Allied Healthcare Professionals Register may be submitted online to the State Council.

(b) no fee shall be charged for addition of each qualification in the State Allied Healthcare Professionals Register.

Copy of additional qualification (duly attested degree or diploma) for which additional entry is sought shall be sent along with the application.

(c) a certificate in **Form D** or as modified by the Council shall be issued by the Secretary or Registrar under his seal.

15. The manner of application of fund for expenses incurred in discharge of the functions of State Council under sub-section (3) of section 51 of the Act.

The fund referred to in sub-section (1) of section 51 shall be applied for the expenses of the State Council incurred in discharge of its functions for the purposes of the Act, in such manner as decided by the State Council in its meeting.

16. Form and time for preparing annual report under section 53.

(1) At the end of a period of 12 (twelve) months ending with the 31st March of each year, the Council shall prepare the financial statement along with necessary schedules, notes on accounts with significant accounting policy in accordance with the notes and instructions for compilation of financial statement prescribed by the State Government.

The financial statement shall include the following : -

(a) balance sheet ;

(b) income and expenditure account ;

(c) receipt and payment account.

(2) The annual financial statement shall be approved and adopted by the Council and for the purpose of authentication, be signed by the Chairperson and Secretary or Registrar of the Council.

(3) The approved annual financial statement of the Council shall be audited and presented to the Council in the meeting every 6 (six) months of the end of the financial year.

(4) The Council shall prepare once in every year an annual report in respect of the matters specified in **Form E** of the schedule annexed to these rules.

(5) The Council shall submit annual report to the State Government by 30th of April every year in soft and hard copy.

Miscellaneous

[Under Section 68 (n)]

17. Constitution and Functions of Autonomous Board

(1). The State Council shall, by notification, constitute the following Autonomous Boards for regulating the Allied and Healthcare Professionals, namely : -

(a) Diploma and Under graduate Allied and Healthcare Education Board ;

(b) Post graduate Allied and Healthcare Education Board ;

(c) Allied and Healthcare Professions Assessment and Rating Board, and

(d) Allied and Healthcare Professions Ethics and Registration Board.

(2). The Autonomous Board constituted under sub-rule (1) above shall consist of a President and such member or members from each recognized category as may be specified by the regulations and shall be appointed by the State Government.

(3). Under graduate Allied and Healthcare Education Board and Post graduate Allied and Healthcare Education Board shall determine standards of Allied and Healthcare education at the graduate, postgraduate level and super specialty

level, develop competency, based on dynamic curriculum content, reviewing institutional standards against norms, faculty development, approval of course of recognized qualification and other functions as entrusted by the State Council for Under Graduate Education and Post Graduate Education.

(4). The Allied and Healthcare Professions Assessment and Rating Board shall determine the procedure for the assessment and rating of Allied and Healthcare institutions by providing for inspection of institutions to grant permission for establishment of new Allied and Healthcare institutions and seat capacity, empanelling assessors, imposing warnings or fines, recommend for withdrawal of recognition of institutions and any other function as entrusted by State Council to ensure maintenance of minimum essential standards.

(5). The Allied and Healthcare Profession Ethics and Regulation Board shall maintain online and live State Registers of all licensed Allied and Healthcare Practitioners in the State, regulate the professional conduct and promotion of ethics and undertake any other function as entrusted by the State Council.

(6). Qualification and experience : -

(a) the President or member of autonomous board shall be a person possessing postgraduate degree in any profession of recognized category of Allied and Healthcare Science with experience of not less than 10 (ten) years in the field, out of which at least 3 (three) years shall be as a leader in the Allied and Healthcare Professions and having an outstanding ability, proven administrative capacity and integrity ;

(b) the President and a member of the board shall be a registered professional of respective category.

(7). Tenure : -

The tenure of the President and member of the Board shall be 3 (three) years from the date of joining.

18. Offences and punishment.

(1). If any person whose name is not for the time being entered in the Central Register or a State Register falsely represents that it is so entered or uses in connection with his name or title any words or letters to suggest that his name is so entered, he shall be punished on the first conviction with a fine which may extend to Rs. 50,000 (Rupees Fifty Thousand only) and on any subsequent conviction with imprisonment which may extend to 6 (six) months or with fine not exceeding Rs. 1,00,000 (Rupees One Lakh only) or with both.

(2). If any person, -

(a) not being a person registered in the Central Register or a State Register takes or uses the description of an Allied and Healthcare Professional ;

(b) not possessing an Allied and Healthcare qualification under the Act, uses a degree or a diploma or a license or an abbreviation indicating or implying such qualification, shall be punished on first conviction with fine which may extend to Rs. 1,00,000 (Rupees One Lakh only), and on any subsequent conviction with imprisonment which may extend to one year or with fine not exceeding Rs. 2,00,000 (Rupees Two Lakhs only) or with both.

(3). If any person whose name has been removed from Central Register or a State Register, he shall surrender forthwith his certificate of registration or certificate of renewal, as the case maybe, or both, failing which he shall be punishable with fine which may extend to Rs. 50,000 (Rupees Fifty Thousand only) and in case of a continuing offence with an additional fine which may extend to Rs. 5,000 (Rupees Five Thousand only) per day after the first day during which the offence continues.

(4). Whoever contravenes any of the provisions of the Act or any rules or regulations made thereunder, shall be punished with imprisonment which shall not be less than 1 (one) year but which may extend to 3 (three) years or with fine which shall not be less than Rs. 1,00,000 (Rupees One Lakh only) but which may extend to Rs. 5,00,000 (Rupees Five Lakhs only) or with both.

19. Form, manner, particulars, and fees for scheme for establishment of new Allied and Healthcare institution, new courses of study etc.

(1) The State Council will be Admission and Examination Body of all diploma courses pertaining to Allied and Healthcare Professions.

(2) All applications under this Scheme shall be submitted to the Secretary or Registrar of Council.

(3) Eligibility Criteria :- The following organizations shall be eligible to apply for permission to set up an Allied and Healthcare Professions college, namely : -

(a) Central Government, State Government or Union territory ;

(b) an University ;

(c) an autonomous body promoted by Central and State Government by or under a Statute for the purpose of medical education ;

(d) a society registered under the Societies Registration Act, 1860 (21 of 1860) or corresponding Acts in States ;

(e) companies registered under Company Act may also be allowed to open Allied & Healthcare colleges. Permission shall be withdrawn if the colleges resort to commercialization.

(4) Qualifying criteria :- The eligible persons shall qualify to apply for permission to establish an institution if the following conditions are fulfilled : -

(a) the institution is within the vicinity of a functional medical college or University and has an attached hospital for the purposes of practical exposure and internships to the students ;

(b) the institution must have University affiliation ;

(c) the institution fulfils the basic standards set by the provisions of the Act to be specified through regulations ;

(d) the institution must obtain an essentiality certificate from Department of Health and Family Welfare, Government of Sikkim indicating the need for the specific course/ courses, in the manner as specified through regulations.

(5) Scheme form and procedures : -

Part I - shall contain the following particulars about the person namely : -

(a) status of the applicant in terms of the eligibility criteria ;

(b) professional courses opted in the institution or college ;

(c) basic infrastructural facilities, managerial and financial capabilities of the applicant (Balance sheets for the last 3 (three) years).

Part II - shall contain the following : –

(a) name and address of the institution or college ;

(b) Educational programme shall be namely , –

(i) proposed courses ;

(ii) proposed annual intake of students –According to the infrastructure available ;

(iii) admission criteria and method of admission -As mentioned in the university ordinance ;

(iv) department-wise and year-wise curriculum of studies - As mentioned in the University Ordinance and syllabus.

(c) reservation of seats - According to UGC (University Grant Commission) rules and regulation ;

(d) market survey and environmental analysis shall be based on the basis of : -

(i) state education policy with respect to Allied and Healthcare Profession ;

(ii) needs and availability of trained workforce - regarding the professional courses opted for ;

(iii) gap analysis and how the gap will be bridged ;

(iv) catchment area in terms of patients for the proposed college ;

(v) mapping of number of hospitals and health facilities in the catchment area (public and private).

(e) site characteristics and availability of external linkages - topography, plot size, permissible floor space index etc ;

(f) faculty and staff - Department wise and year-wise requirement ;

(i) teaching staff (full time) it is recommended that a faculty and student ratio of 1:5 for PG (Post graduate), for UG (undergraduate) 1:10 and diploma 1:20 to be allowed.

Note : -

- **For required teaching staff courses wise**
- **For required technical staff courses wise**
- **For required administrative staff courses wise**
- **For required planning and layout- master plan, layouts and elevation and floor wise calculation**
- **For curriculum**
- **Another additional requirement course wise**
- **Refer to respective Handbooks of recognized categories**

(6). **Application Fee** : The institution shall pay Rs. 75,000 (Rupees Seventy-Five Thousand only) per year for each course at the time of submission of application which shall be payable in favour of Sikkim State Allied and Healthcare Council Fund.

(7). The courses mentioned under clause (r) of sub-section (2) of section 66 of the National Commission for Allied and Healthcare Profession Act, 2021 as enclosed in schedule of the Act.

SCHEDULE

Form A

[See Rule 7 (6)]

STATEMENT OF PROFESSIONAL AND COMMERCIAL ENGAGEMENT OR INVOLVEMENT ON FIRST APPOINTMENT AND AT THE TIME OF DEMITTING OFFICE

Sl. No.	Relation	Name	Professional position held in last 3 (three) years from the date of declaration,if any	Commercial engagement/ involvement held in last 3 (three) years from the date of declaration, if any
1.	Self			
2.	Spouse			
3.	Dependent 1			
4.	Dependent 2			
5. *	Dependent 3			

*Add rows, if necessary

Date :

Signature of applicant

Form B

[See Rule 8 (2)]

APPLICATION FORM FOR REGISTRATION IN THE STATE ALLIED AND HEALTHCARE PROFESSIONAL'S REGISTRATION FOR ISSUANCE OF CERTIFICATE OF REGISTRATION

1. Name of the applicant (In Block Letters)
2. Gender : Male/ Female/ Others
3. Age :
4. Parent's Name (Full)
5. Are you a citizen of India

A. by birth or
B. by domicile
C. COI holder : Yes/No
   If so, state the date of becoming Indian citizen.

6. Date and place of Birth
1. Present Occupation and Address (In block letters) with PIN code
8. Permanent Address (In block letters) with PIN code
9. Phone number/ Email ID
10. Details of payment of fee towards registration
11. Details of educational qualifications prior to/ other than Allied and Healthcare qualifications

Educational Qualification	Name of School/ College	Board / University	Year of Passing
Matriculation or equivalent			
Senior Secondary or equivalent			

12. Details of Allied and Healthcare qualification for which registration is applied

Name of qualification	Name of Institute/ college	Duration of the course (with internship)	Date of admission and passing

13. Any other remarks/ information that applicant wants to submit.

Dates :

Signature of the applicant

Note :

1. The application form should be properly and neatly filled in.
2. Following documents to be enclosed with application :

a) Degree or Diploma in original or Provisional Certificate from the University/ or Dean of the college that the applicant is eligible for the award of the degree along with self-attested copies thereof may be forwarded along with the Registered Certificate.

b) Duly self-attested copy of certificate of practical training. (Compulsory rotating internship) issued by Dean of the college.

c) Provisional registration certificate in original.

d) Two recent passport size photographs front view.

e) Signature on two self-adhesive slips provided with application.

3. The total registration fee is Rs. 3000/ - to be paid along with the application as fee for registration.

Form C

[See Rule 9/ 10 and 11]

Certificate under section 33 (3) of the State Council for Allied and Healthcare Professions Act, 2021 Registration certificate.

Certificate No. SSAHC/ /2021

Name	
[M) / (F) / Other	
Parent's Name (Father/ Mother)	
Address	
Date and place of registration	
Qualification	
Date of completing qualification	

It is hereby certified that this is a true copy of the above specified Name in the State Allied and Healthcare Professional's Register

(Seal)

Secretary/ Registrar/ Registrar of SSAHC
Gangtok

Date

Note : -

1. Every Registered Practitioner should be careful to send to the Secretary/ Registrar's immediate notice of any change in his address and also answer all enquiries that may be sent to him by the Secretary or Registrar in regard thereto in order that his correct address may be duly inserted in the Register of Registered Practitioners.
2. No charge is made for alteration of address.
3. (M) & (F) indicates (Male) & (Female) respectively.
4. In case of issuance of Duplicate certificate a fee of Rs. 2000/ - and for renewal certificate Rs. 3000/ - is chargeable. The mode of payment will be as specified by the State Allied Health Council.

Form D

[See rule 13 (2)]

Application form

Registration of Additional Qualification (s) under rule of the State Council for Allied and Healthcare Professions Act, 2021

1. Name of the Professional :
2. Primary Qualification Registration Number :
3. Primary registered qualification with year of obtaining :
4. Address and Phone No. as given in the Register :
5. State Council with which registered earlier (if any) :
6. Present Address in Block Capitals with PIN code & Phone No.
7. Permanent Address in Block Capitals with PIN Code & Phone No.
8. Details of Additional Qualification applied for : -

Name of the qualification (s)	Name of the institute/ college	University	Duration of the course (with internship)	Name and address of hospital or institute of internship	Date of admission and passing

Date.....

Signature of the candidate

DECLARATION

I solemnly affirm and declare that the above entries made by me are correct.

Date:

Signature of the Candidate
(Name_____)

Instruction to Candidates for filling the application for Registration of additional qualification

1. The application form should be properly and neatly filled in.
2. The candidate is required to send self-attested copies of the degrees/ diplomas or provisional certificate of Postgraduate qualification issued by the Registrar of the University concerned.
3. The application is to be forwarded direct, to this office and be addressed to the Secretary/ Registrar, Sikkim State Council for Allied and Healthcare Professions, Gangtok.

The certificate will be issued only to those who possess a recognized basic Allied and Healthcare qualification and subsequently have obtained recognized postgraduate qualification (s) as per provisions of the Act.

Form E

[See Rule 15]

Annual Report of State Council for Allied and Healthcare Professions
Year.....

1. Introduction
2. Constitution of the Council
3. Council
4. Objective of Council
5. Functions of the Council
6. Advisory Council (if any)
7. Recommendations of the Advisory Council
8. Professional advisory Councils
9. Activities of various professional Council
10. Standardization of curriculum and scope of practice with respect to each profession under the various professional categories
11. Task Shifting
12. Registration of Allied and Healthcare Professionals
13. Appeals
14. Accreditation and Rating of Institutions
15. Growth of Allied and Healthcare Education System.(Including State distribution)
    - A. Universities/ Institutions/ Colleges
    - B. Faculty strength
    - C. Students' Enrolment
    - D. Graduate Students
    - E. Employment statistics (Addition of workforce in the current year, percentage of students without employment etc.)
    - F. Research Development in universities/ institute

    Condensed Statistics on Growth of Allied and Healthcare Education
16. Guidelines for Determination of Fees for Seats in Private Institutions and Deemed Universities
17. Common Entrance Examination
18. Exit-cum-licensing examination
19. National Teaching Eligibility Test
20. Assessment of Healthcare Including Human Resources for Health and Healthcare Infrastructure and Road Map for its Development.
21. Website
22. Legal Matters
23. Vigilance
24. Right to information
25. Accounts and Establishment, including annual audit report
26. Publication
27. Miscellaneous

Date:

By Order and in the name of the Governor.

(Tshewang Gyachho, IAS),
Secretary,
Health and Family Welfare Department,
Government of Sikkim.
[GOS/ HEALTH/ ADM/ 15 (848) 22-23]